

# NPR 005 Using a Special Proceed Authority (SPA) Form

### **Description**

This document describes how a Special Proceed Authority must be compiled, issued, cancelled, fulfilled and managed.

Not what you are looking for? See more Form Procedures

#### Introduction

NRF 005 Special Proceed Authority (SPA) is used to authorise rail traffic movements when the Proceed Authority normally provided by the system of Safeworking in operation is not available.

### **Numbering forms**

Network Controllers authorising the SPA must number the form consecutively on a pad-by-pad basis.

# Mandatory items

The following items must be completed:

- 1 SPA Number
- 2 Authority
- 3 As a result of
- 4 Assurances
- 10 Issued to
- 11 Authorised by

### Item 2 – Authority

Give clear details of the SPA limits as locations and/or other specified limit.

#### Item 3 - As a result of

Give brief and clear details about why a SPA is needed.



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#### Item 4 - Assurances

Review each assurance and:

- write **NA** (Not Applicable) in the assurances box **NA** if the assurance has been considered but is not applicable, or
- write **Y** (Yes) in the assurances box **Y** if the assurance does apply.

# **Optional items**

The following items are optional:

- 5 Worksites
- 6 Railway track signal protection
- 7 Facing points
- 8 Travelling in the wrong running-direction
- 9 Special instructions

Review each item, and:

- put a cross in the numbered box 🕱 if the item does not apply in this instance, or
- tick the numbered box 
   ✓ if the item applies in this instance and complete the details.

#### Item 5 - Worksites

If the item applies, tick the numbered box **5** v and complete the details.

Record details of railway track signal protection in Item 6.

## Item 6 - Railway track signal protection

If the item applies, tick the numbered box **6** and complete the details.

# Item 7 – Facing points



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If there are points that need to be set and secured, tick the numbered box **7** v and complete the details.

## Item 8 - Travelling in the wrong running-direction

Tick the numbered box **8** if the movement is in the wrong running-direction (on a unidirectional line).

### Item 9 - Special instructions

Tick the numbered box **9** if there are further instructions and complete the details, including details of speed restrictions.



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FIGURE 1: NRF 005 Special Proceed Authority (SPA)

Authority is given to the Driver of train No. to travel on the UP DN   Inne(s)    from YYL EYL km Sig to   YY EYL km Sig (cross out if not expelicable)    Assurances Mark each assurance box with either Y (Yes) or NA (Not Applicable) as appropriate   The track within the limits of this authority, excluding within yard limits of attended locations, will be occupied only by authorised rail traffic   Affected Signallers have provided an assurance that unauthorised rail traffic is, or will be, restrained from entering the limits under this authority   Effective communication is established between affected Qualified Workers   Previously issued Proceed Authorities have been cancelled or fulfilled   Obstructions are protected   Current work on track authorities or work on track methods in affected sections are cancelled or fulfilled, or worksites are protected against movements under this authority   Unless authorised by the Network Controller, intermediate signal boxes and local control panels in affected sections are not to switch in or out while this authority is in force   Qualified Workers known to be affected have been told about the planned movements under this authority   Blocking facilities are applied   Drivers are, or will be, advised of any known temporary speed restriction requirements   The route to be taken by rail traffic is: * set and secured, or will be set and secured, or will be set and secured by a Qualified Worker   Drivers are instructed to \$10P at all active control level crossings and treat them as potentially faulty in accordance with NGE 218 Type F level crossing management. They are located at: km								
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# **Related Documents**

NRF-005-Special-Proceed-Authority.pdf



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